

## **BIGGLESWADE TOWN PLAN STEERING GROUP**

**Steering Group Meeting Monday 20 January 2009  
Biggleswade Town Council Chamber 7.30 p.m.**

**Present:** Gerry Lawrence – Chair  
Mike Strange (**MS**), Sheila Grayston (**SG**), Doreen Evans (**DE**),  
Hazel Ramsay (**HR**), Jean Simmons (**JS**), Helen Horner (**HH**),  
Doris Brunt (**DB**), Jemma McLean (**JM**), Vic Brunt (**VB**),

**Apologies:** Ron George

**Minutes Secretary:** Hazel Ramsay was elected

Minutes of the last meeting were accepted

### **Matters Arising:**

**JM** reported that 120 people had attended the event on the RAVE bus and that 2 students from Stratton are interested in attending Group meetings.

### **Time table:**

**VB** commented that there was a danger of the time table slipping and he thought we should push on to set up the working groups and try to catch up in Jan and Feb. **JM** said that she had noticed the slippage and had prepared a re arranged time table. **JM** distributed copies to those present.

**GL** said that we need to have the information in time to feed it through to the Green Infrastructure Plan

**VB** was not happy with the new time table and disagreed with the working groups not being sorted until Nov/Dec. **GL** suggested bringing forward the working groups particularly the environmental groups.

**SG** thought that 18mths would be a more realistic target than the original 12mths.

**VB** asked if the funding for the group would continue after the transfer from County to Unitary authority.

**SG** confirmed that the group was funded by the Town Council and that it would not be affected by the Unitary changes.

**VB** suggested that the group should have a budget prepared for December 2009

**JM** had spoken to Mr Marshall and he had confirmed that grant funding of £1500 is available towards the cost of producing the plan. The group was advised to apply for funding as soon as possible and the application should be made before the end of February.

### **Town Centre Partnership:**

**DB** asked if **GL** was able to bring info from the Town Centre Partnership as well as feeding our information to them. **GL** confirmed that he would be doing this and that he would soon be in a position to tell the group about the TCP time table.

### **Presentations:**

**VB** asked how many people had expressed an interest in the Town Plan and **MS** suggested contacting them asking them to a meeting. **GL** confirmed they would be invited to a meeting.

**SG** reported that **Peter Woodward** had talked to the Ivel Rotary Group and the Mayflower Club. **SG** volunteered to contact the Youth Club leader and **MS** will ask the History Society at their AGM for a slot in next year's programme. **JM** said she would e mail the presentation notes to **MS**.

### **Leaflets:**

It was felt they would be useful to distribute them at the Toddler Groups and **GL** suggested Biggleswade Town Football Club as they had a lot of supporters. **SG** would also be able to use them at the ASDA 'likes/dislikes stall' **SG** was awaiting a response from the letter she had delivered to ASDA and would chase it up to try and make a date for the display and stall.

### **Real Event:**

2 of the maps which **JM** had obtained from the group were on display. The maps measured 4ft x 3ft. 20 of these maps would be needed to show the whole parish or 6 just to show Biggleswade. **VB** would have preferred maps that were not shaded to show the Urban area. **JM** said they would not be readily available and would be expensive compared to the maps that they were able to acquire.

It was suggested that smaller maps be used. **JS** and **DE** suggested using the maps from the Town Guide

**JM** and **GL** said that the maps would need a polystyrene backing and displayed on tables which were accessible from all sides to enable people to use the drawing pins as markers. **GL** said that the maps would need to be coloured to show landmarks, railways and main roads to make them easier to use. **GL** asked for volunteers to colour the maps and they would meet at his house on the Thurs to begin colouring the maps. Although the maps will not be able to be used in the Market Square a stall with 'likes/dislikes and leaflets could be used for publicity.

### **Venue:**

It is not possible to use the Town Hall as the tables have fitted microphones which cannot be removed to allow the maps to be displayed. **VB** suggested Woolworths and **SG** said she would investigate St George's Hall and other venues within reach of the Market Square. **DB** said that The Chapter House was always busy on Sat mornings.

**Train Survey:**

It was agreed to discuss dates of a passenger 'survey' when the mornings were lighter possibly in April.

**A.O.B.**

**GL** said that the Town Centre Partnership meeting would be on Feb 2<sup>nd</sup> and that the proposed development in Bonds lane and the progress of Biggleswade East would be discussed.

**GL** said that there would be 2 meetings of the Green Infrastructure Plan. The first meeting would be a stakeholder workshop consisting of members of local organisations who had been invited to attend. The second meeting would be at the Baptist church on Thurs March 5<sup>th</sup> and would be open to the public between 12 noon and 8pm

**MS** said that the Biggleswade History Society had received a request from Heritage and Environment Records (in conjunction with BRCC) to provide information about the 390 Heritage sites within Biggleswade.

**DE** asked where the banner would be used. **SG** replied that she intended if possible to use it at Asda and on the Market stall.

**MS** said that a quote of £300 + VAT for window stickers had been received

**Date of next meeting:**

Tuesday February 17<sup>th</sup> at 7.30 pm